

Technology Goods and Services Bid Opportunities

The following is a partial list of IT products and services that require GTA approval prior to purchase or other acquisition.

- ♦ Communications
- ♦ Hardware
- ♦ Software
- ♦ Consulting
- ♦ Other information technology projects

Purchase Award Criteria

GTA is required by law to competitively bid and award purchase orders or contracts to the lowest responsible bidder when using the IFB method of solicitation. This is the bidder who:

- ♦ Meets specifications,
- ♦ Is capable of performance,
- ♦ Meets terms and conditions of the bid, and
- ♦ Provides the lowest price.

With the RFP method, the state is required by law to award to the responsible offeror whose proposal is determined in writing to be the most advantageous to the state, taking into consideration price and the evaluation factors set forth in the RFP.

Role of Marketing

Marketing is a key ingredient to becoming a successful vendor with state government. GTA will strive to use the Internet and e-mail as the primary means of communication with the vendor community. In this virtual world, time and money can be saved by utilizing GTA's Web site at www.gagta.com for the latest procurement information. For further assistance, the GTA Procurement staff may be contacted by e-mail at procurement@gagta.com.

Business Opportunities:

How to partner with the Georgia Technology Authority

Georgia Technology Authority
100 Peachtree Street
Suite 2300
Atlanta, Georgia 30303-3404

Phone: 404-463-2300
Fax: 404-463-2380
www.gagta.com



About GTA

The world of Information Technology (IT) is undergoing a revolution, and the goal of the Georgia Technology Authority (GTA) is to bring the benefits of this revolution to Georgia state government. GTA is working to ensure the effective utilization of IT resources in state government and make e-government a reality for our state. GTA is structured to bring a coordinated and comprehensive IT vision to state government by providing agencies with technical assistance in strategic planning, program management, and human resources development. It is leveraging state government's consolidated purchasing power and providing leadership in research and development. Georgia Senate Bill 465, effective July 1, 2000, established GTA.

Georgia Procurement Registry

Georgia maintains a Web site, called the Georgia Procurement Registry, to provide current bid opportunities in all state agencies. GTA utilizes the registry as its official method for public advertisement of authority bid solicitations. You may review these opportunities and receive copies of any current GTA bid opportunity by following the instructions listed on the Georgia Procurement Registry. The Internet address is www.ganet.org/purchase/doasview.cgi.

State Vendor Registration

Completion of the Georgia Vendor Registration Form, through the State Purchasing Office, is the first step in the process of doing business with GTA. There is no registration fee. In order to register online, a password must be obtained. Vendors can e-mail a request for a password to the State Purchasing Office at doasbid@doas.state.ga.us. The State Purchasing Office will respond by e-mail, providing a user password and the Internet address for registration. Vendors can then complete the electronic application on the State Purchasing Office Web site at www.doas.state.ga.us. Vendors are asked to indicate the correct commodity or service using the code numbers that best describe the technology goods and services their company provides.

Becoming a registered vendor does not ensure receipt of GTA bid solicitations by mail or electronically. GTA Procurement utilizes the state's vendor database for the random selection of vendors to receive solicitation notices. Vendors must monitor the Georgia Procurement Registry to download current bid solicitations.

GTA Procurement Methods

GTA uses the Georgia Procurement Registry to advertise all technology bid opportunities. The following are the three primary solicitation methods used for IT procurements.

- ♦ **Competitive bid solicitations** are used by state agencies for technol-

ogy-related purchases, within their GTA procurement authority, of \$2,500 up to \$100,000. Informal solicitations for requirements valued up to \$10,000 may be made by telephone, in writing by mail, or via fax or Internet. Formal solicitations valued at \$10,000 to \$100,000 are subject to competitive bidding requirements for sealed written bids and must be advertised on the Georgia Procurement Registry for a minimum of fifteen (15) days.

- ♦ **GTA formal Invitation for Bids (IFB)** may be used for purchase values exceeding \$100,000. They may be used, if desired, for purchases under \$100,000. IFB bid responses must be submitted by vendors as a sealed bid that are later opened and read in public at a specific date, time and place. GTA IFBs are advertised on the Georgia Procurement Registry.
- ♦ **A GTA Request for Proposal (RFP)** is a formal method of solicitation that is used when IFBs are neither practical nor advantageous to the state. The RFP process considers the relative importance of price and other evaluation factors. Proposals are opened in public, but the specific proposal and price is not made public until after the contract award. All GTA RFPs are advertised on the Georgia Procurement Registry.